

APPLICATION

FOR TRANSFER ADMISSION



LE MOYNE

SPIRIT. INQUIRY. LEADERSHIP. *JESUIT.*

Application INSTRUCTIONS

DEAR TRANSFER APPLICANT:

The Office of Admission is sensitive to the intricacies involved in transferring from one institution to another. We want you to be successful throughout this important transition. Here at Le Moyne we understand that the needs of transfer students are different from those of freshmen. Therefore you are invited to call on us for help or advice at any time. The following outlines information that will assist you with transferring to Le Moyne College.

TRANSFERRING TO LE MOYNE

Each fall nearly 25 percent of the matriculating entering class is made up of transfer students. Transfer students comprise nearly the entire entering spring class. As you can probably guess, transfer students are a large and valuable component of the Le Moyne community. Transfer students come to us with a range of educational and work experiences and from a variety of geographic areas. Nearly 33 percent are from four-year colleges, with the remainder from two-year schools. These distinctions are a welcome addition to our undergraduate population.

QUALIFICATIONS

Any high school graduate who has completed one or more courses at another college or university after high school is considered a transfer student. The more college-level work students have completed, the greater emphasis we place on their college credentials. Students who have completed fewer than 24 college credits will be evaluated on their high school record as well. Applications will be evaluated on the strength of the academic program and the overall grade-point average earned. Proficiency in English and mathematics is emphasized. It is required that all students successfully complete at least the third year of high school college preparatory mathematics or intermediate algebra at the college level.

ADMISSION REQUIREMENTS

1. The completed application for transfer admission, accompanied by the \$35 application fee.
2. Official transcripts from all colleges and post-secondary institutions attended.
3. An official high school transcript (if fewer than 24 credits completed at time of application).

4. A recommendation from an academic advisor or dean from the most recent college attended (see application form).
5. Students who have completed fewer than 24 college credits must also submit official SAT or ACT results.
6. Bachelor of Science in nursing applicants must submit proof of RN licensure.

It is in the best interest of the student to also submit college catalogs or copies of course descriptions representing all courses you wish to be considered for transfer credit.

INTERNATIONAL STUDENTS

Applicants who are not citizens of the United States or do not hold permanent resident visas are considered to be international students. In addition to the general requirements for transfers, international students submit the following:

1. Official English translations of all secondary school transcripts.
2. Official Test of English as a Foreign Language (TOEFL) results or SAT or ACT results.
3. Completed Personal Statement for International Applicants.
4. Completed Le Moyne College International Student Financial Statement.
5. Foreign credit evaluation of college level course work (www.wes.org).

Applicants whose native language is not English are required to take the Test of English as a Foreign Language (TOEFL). Applicants are expected to achieve a score of 550 or higher on the paper version, 213 or higher on the computer version or 79 or higher on the Internet version. A score of 600 on the verbal portion of the SAT or its equivalent exempts applicants from the TOEFL requirement. All transcripts and letters of recommendation must be certified and submitted in English.

International applicants are eligible for consideration for institutional merit-based scholarships.

STANDARDIZED TEST SCORES

Students who have completed 30 or more college-level credits or have been out of high school for three or more years are not required to submit results of standardized tests. All other students who do not fall into either of these categories must submit official SAT or ACT test results. Scores may be submitted to us on the official high-school transcript or directly from the Educational Testing Service (ETS) or the American College Testing program (ACT). Not all high schools report official

scores on the transcript, so please verify this information. You may request your scores be sent to Le Moyne (#2366) from ETS or ACT by calling ETS at 609-921-9000 or ACT at 319-337-1313.

CLEP AND ADVANCED PLACEMENT EXAMS

Students entering Le Moyne may qualify for college credit or advanced placement through the following examinations: the Advanced Placement Program of the College Entrance Examination Board, the College Level Examination Program (subject examinations only) and the New York State Regents College Proficiency Examinations. Qualifications for advanced placement or receiving credit through any of the above programs are detailed in the Le Moyne College catalog.

COURSE RECOMMENDATIONS

Successful transfer often depends upon careful course selection at the previous college. For this reason, as soon as a decision is made to pursue transfer to Le Moyne, students are encouraged to meet with a Le Moyne transfer admission counselor to plan the courses to be taken prior to transferring. The Le Moyne College catalog is a valuable tool in determining appropriate courses. Courses typically taken in the freshman and sophomore years at Le Moyne are most likely to transfer. These are designated as 100-level or 200-level courses in the Le Moyne catalog.

HIGHER EDUCATION OPPORTUNITY PROGRAM (HEOP)

Students who wish to be considered for HEOP must be Educational Opportunity Program (EOP) or HEOP students at their current institution. Interested students must submit a transfer application, along with documentation of their HEOP status.

DATES & DEADLINES

Applications are reviewed on a rolling basis throughout the calendar year as space is available. However, the recommended deadlines in order to receive maximum consideration for admission are as follows:

| | |
|-----------------|------------|
| Fall Semester | June 1 |
| Spring Semester | December 1 |

Once again, we welcome the opportunity to help you with the transfer process. Please feel free to contact our transfer coordinator whenever you need assistance. Best wishes for a successful college search.

Le Moyne College

TRANSFER APPLICATION FOR UNDERGRADUATE ADMISSION

GENERAL INFORMATION

Please type or print all information.

Last Name _____ First _____ Middle _____

Preferred Name _____ Previous Name _____

Permanent Address (number and street) _____ P.O. Box _____

City and State _____ ZIP Code _____ Country _____

Home Telephone (_____) _____ Work Telephone (_____) _____

E-mail Address _____ Cell Phone (_____) _____

Corresponding Address (if different) _____ Effective Until (date) _____

Number and Street _____ P.O. Box _____

City and State _____ ZIP Code _____ Country _____

Telephone (_____) _____ Social Security Number _____

Male Female Birthdate: Month _____ Day _____ Year _____

How would you describe yourself? (optional)

White Black or African American American Indian or Alaska Native Asian
 Two or more races Hispanic (all races) Native Hawaiian or other Pacific Islander Other _____

Religious Preference (optional) _____

Marital Status (optional) Single Married Other

Citizenship U.S. citizen Dual U.S. citizen; please specify other country of citizenship _____

U.S. permanent resident visa; citizen of _____ PRA # _____

Other citizenship: country(ies) _____ visa type _____

Do you need an I-20 issued by Le Moyne College: Yes No

What language is spoken at home if other than English? _____

Non-native English speaking students should take the Test of English as a Foreign Language (TOEFL) and submit official scores to the Office of Admission.

I am applying for: Fall 20 _____ Spring 20 _____ I plan to study: Full time Part time

I am planning to: Live on Campus Commute Day Evening Both

I am presently an EOP or HEOP student and wish to be considered as a candidate for HEOP:

Yes No If yes, please provide documentation.

I will be applying for financial aid: Yes No

Are you planning on receiving employer tuition support: Yes No If yes, please identify employer _____

Have you applied to Le Moyne before? Yes No If yes, when? _____

Have you ever attended Le Moyne College? Yes No If yes, when? _____

What influenced you to apply to Le Moyne College? _____

What are your current career plans? _____

INTENDED PROGRAM OF STUDY

Please indicate your major below. You may also indicate an interest in a concentration or special program within that major (listed beneath the applicable major).

DIVISION OF ARTS & SCIENCES

- Biochemistry
- Biological Sciences
 - Health Professions
 - Molecular Biology
 - Neurobiology
 - B.A.
- Chemistry
- Communication
 - Advertising
 - Media & Film Studies
 - Print Journalism
 - Public Relations
 - Television/Radio
- Computer Science
- Criminology and Crime & Justice Studies
 - Forensic Science
 - Human Services
 - International Affairs
 - Law Enforcement
 - Research
- Economics
- English
 - Creative Writing
 - Literature
- French
- General Science
- History
- Mathematics
 - Actuarial Science
 - Pure Mathematics
 - Statistics
- Natural Systems Science
- Nursing
 - D.D.P.N.
 - B.S.N.**
- Peace and Global Studies
- Philosophy
- Physics
 - B.S.
 - B.A.
- Political Science
- Psychology
 - B.S.
 - B.A.
- Religious Studies
- Sociology
 - Anthropology
 - Criminology and Criminal Justice
 - Human Services
 - Research and Theory
- Spanish
- Theatre Arts
- Work and Employment Relations
- Undeclared

DIVISION OF MANAGEMENT

- Accounting
- Applied Management Analysis
- Economics
- Finance
- Information Systems
- Management and Leadership
- Marketing
- Undeclared – Business Administration

SPECIAL PROGRAMS

- 5-year Accounting M.B.A.*
- Pre-Dental Medicine
- Pre-Engineering
- Pre-Law
- Pre-Medicine
- Pre-Optometry
- Pre-Physical Therapy
- Pre-Physician Assistant
- Pre-Podiatry
- Pre-Veterinary Medicine

EDUCATION CERTIFICATION PROGRAMS*

- (You must also select an appropriate major from the Division of Arts & Sciences.)
- Dual Childhood/Special Education (1-6)
 - Middle Childhood Specialist (5-9)
 - Adolescent Education (7-12)
 - Adolescent/Special Education (7-12)
 - Teaching English to Speakers of Other Languages

* Admission to the College does not guarantee admission to these designated programs, which have additional requirements.
 ** Documentation of R.N. licensure required for admission to B.S.N. program.

EDUCATIONAL HISTORY

List all colleges or universities attended (most recent first).

| Current College Name | City/State/ZIP | Dates Attended | CEEB or ACT Number |
|-----------------------|----------------------------------|------------------------------------|--------------------|
| | | | |
| | Number of Credit Hours Completed | Number of Credit Hours in Progress | |
| Previous College Name | City/State/ZIP | Dates Attended | CEEB or ACT Number |
| | | | |
| | Number of Credit Hours Completed | | |
| | | | |
| | Number of Credit Hours Completed | | |
| | | | |
| | Number of Credit Hours Completed | | |

List secondary school(s) attended (most recent first).

School Name _____ City/State/ZIP _____

Dates Attended _____ CEEB or ACT Number _____

School Name _____ City/State/ZIP _____

Dates Attended _____ CEEB or ACT Number _____

Month/Year of High School Graduation _____

I did not graduate from high school but have completed the GED. Please submit a copy of the GED with your application.

List the courses you are currently taking or are registered for at your college. Accuracy is very important.

Mark one: Fall Spring Summer Year _____

Course Prefix/Number Course Title Credit Hours Course Prefix/Number Course Title Credit Hours

OTHER REQUIRED INFORMATION

Have you ever been found responsible for a disciplinary violation at an educational institution you have attended from 9th grade (or the international equivalent) forward, whether related to academic misconduct or behavioral misconduct, that resulted in your probation, suspension, removal, dismissal or expulsion from the institution? Yes No

Have you ever been convicted of a misdemeanor, felony or other crime? Yes No

If you answer yes to either or both questions, please attach a separate sheet of paper that gives the approximate date of each incident and explains the circumstances.

FAMILY INFORMATION

Please list members of your immediate family, include parents/siblings or spouse/children.

Name/Relationship College/School Class Year Degree(s) Occupation Employer

Are you the child or spouse of a Le Moyne College employee? Yes No If yes, of whom?

List parent(s) and other family members who have graduated from Le Moyne.

Name _____ Years Attended _____ Relationship to you _____

Name _____ Years Attended _____ Relationship to you _____

EMPLOYMENT HISTORY

Please list jobs held, beginning with most recent.

Employer _____ Position Held _____ Dates of Employment _____

Employer _____ Position Held _____ Dates of Employment _____

Employer _____ Position Held _____ Dates of Employment _____

HONORS AND AWARDS

List any awards you have received and any extracurricular activities in which you have participated and wish to share with us.

Are you a member of Phi Theta Kappa? Yes No If yes, please provide documentation.

PERSONAL STATEMENT

We would like to become better acquainted with you. To help us accomplish this, please follow the instructions below. You may attach separate sheets that are the same size as the application form and be sure to include your name on all documents. Whenever necessary, feel free to submit any additional information or details of special circumstances.

Please discuss your educational experiences since earning your high school diploma or GED, including how a degree from Le Moyne can help you achieve your educational goals.

I certify that the information I have provided on these pages is complete and truthful.

Applicant Signature _____ Date _____

Please remember to include your \$35 application fee made payable to Le Moyne College along with your completed application form. Please have these, your high school and college transcripts and recommendation form mailed by the appropriate deadline to Le Moyne College, Office of Admission, 1419 Salt Springs Road, Syracuse, NY 13214-1301. If you have any further questions or concerns about your application, please call the Office of Admission at 800-333-4733 or 315-445-4300, or e-mail admission@lemoyne.edu. Thank you for your interest in Le Moyne College.

Le Moyne College

RECOMMENDATION FORM

Print your name below, and forward this form to your academic advisor, dean or transfer counselor at the college you most recently attended.

GENERAL INFORMATION

Last Name _____ First _____ Middle _____

Social Security Number _____

Permanent Address: Street _____ City _____ State _____ ZIP _____

RECOMMENDING OFFICIAL

Answers to the questions below will be significant in making the final admission decision for this applicant. Additional space is provided on the back of this sheet for further comments that may be pertinent to this decision as well as to the applicant's later adjustment and success at Le Moyne College.

If the applicant has not graduated, could he/she register at your college for the next term?

Yes, unconditionally Yes, conditionally (please explain) No (please explain)

Please check the statement that best indicates your opinion.

Recommend admission Prefer not to recommend Not recommended

Additional Comments:

Signature of Recommending Official _____ Date _____

Position _____

Name of College _____ Location _____ Telephone No. _____

Please return this form to: Office of Admission
Le Moyne College
1419 Salt Springs Road
Syracuse, NY 13214-1301

Mission Statement

Le Moyne College is a diverse learning community that strives for academic excellence in the Catholic and Jesuit tradition through its comprehensive programs rooted in the liberal arts and sciences. Its emphasis is on education of the whole person and on the search for meaning and value as integral parts of the intellectual life. Le Moyne College seeks to prepare its members for leadership and service in their personal and professional lives to promote a more just society.

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Office of Admission
1419 Salt Springs Road
Syracuse, NY 13214-1301
(315) 445-4300
1-800-333-4733
www.lemoyne.edu

Office of Financial Aid
1419 Salt Springs Road
Syracuse, NY 13214-1301
(315) 445-4400
1-800-333-4733
www.lemoyne.edu

Nondiscrimination Statement

Le Moyne College is an Affirmative Action/Equal Opportunity Employer, and does not discriminate on the basis of race, color, gender, creed, age, disability, marital status, sexual orientation, veteran status, or national or ethnic origin. For more information visit www.lemoyne.edu/student_life/compliance.htm.